

MINUTES

**Historic Preservation Commission
7447 E. Indian School Road
First Floor Community Development Conference Room
September 23, 2004
5:00 P.M.**

CALL TO ORDER

The special meeting was called to order at 5:00 P.M.

ATTENDANCE

Present: Ed Wimmer, Chair
B.J. Gonzales, Vice Chair
George Hartz
Cathy Johnson
Paul Winslow

Absent: Nancy Dallett
Kathy Howard

Staff: Debbie Abele, HPO
Don Meserve
Bob Cafarella

MINUTES

August 26, 2004

Commissioner Johnson requested corrections to the August 26, 2004 minutes. On Page 3, *Los Arco* should be changed to *Los Arcos* in two places. On page 2 sentence that reads: "Commissioner Dallett stated with regard to using the word theme from her perspective the themes are the subject within a variety of themes". She stated that sentence did not seem correct. Ms. Abele suggested changing it to read: "Commissioner Dallett requested information about the definition of the word theme."

Commissioner Hart requested a correction on page 2, the sentence that reads: "Commissioner Hartz stated as he reviewed the themes he noticed that five years of the 13 year period during 1955 to 1960 some sort of evolution happened that all of a sudden things were more meaningful and interesting". The word stated should be changed to inquired.

Commissioner Hartz made a motion to approve the minutes of the August 26, 2004 meeting as amended. The motion was seconded by Commissioner Gonzales and passed unanimously, 5-0.

September 15th and 18th Open Houses on Selection Process for 1950's Neighborhoods Eligible for Consideration for Historic District Designation.

Chairman Wimmer reported that he attended the open house on the 15th at Tonalea Elementary School and it was well attended. He further reported the majority seemed to be favor of the Historic District Designation.

Commissioner Hartz stated that he felt the exhibits that were prepared were effective and helped the people to understand the process and types of architecture. He commended the staff for the quality of work in that regard.

Commissioner Gonzales stated his only criticism, and it is not directed at staff, is that there were not flow charts defining the administrative process. Ms. Abele reported that information was provided in the introductions at the Saturday open house that the City and the Commission sponsored the open houses.

Commissioner Johnson stated that she was able to attend both open houses. She further stated that the way the panels flowed was a very effective setup. She suggested that the commissioners' should have nametags. She commented she felt the open houses were successful. She further commented that there were questions that needed clarification regarding what changes can be made to the house such as stucco, painting, and roofing. Ms. Abele stated that the City could only review changes to a single-family residence that require a building permit. She further stated that staff would provide education to homeowners on guidelines for rehabilitating historic homes and any future grants programs for homeowners for repairs.

Commissioner Johnson also stated that people should be educated about the special National Register property tax reduction opportunities. They need to know the ramifications on becoming a historic district. Ms. Abele reported that Historic Preservation (HP) Plans would be prepared for each neighborhood district. It is important that people get good information on the protections and benefits of neighborhood historic districts.

Commissioner Hartz stated the Education Outreach Committee is compiling a list of the most frequently asked questions and answers, and proposed a flyer with frequently asked questions (FAQs).

Ms. Abele stated that on the comment cards people had indicated their willingness to help with organizing meetings within their neighborhoods. Ms. Abele stated the next step will be to define the boundaries and chose the best examples for each category.

Commissioner Hartz expressed his concern regarding pursuing all five of the districts at once and overloading staff and the Commission. He stated he thought, when you are doing something for the first time, it is helpful to go down that path with one group and learn from that group what is the most effective way to handle it.

Commissioner Gonzales stated the worst thing he felt they could do is go into an area we are considering and give information out, give them hope, and then not do anything.

Ms. Abele requested the Commission provide direction to staff on which of the five to pursue, and to meet with for further discussions. Chairman Wimmer requested we wait until all of the commissioners' are present. He requested staff provide information on the characteristics as they relate to the theme.

Update on Sugar Bowl, Pink Pony, and Titus House Reports

Ms. Abele reported that the Sugar Bowl Restaurant is expanding into the whole building noting that most of the changes will be interior. She further reported the Sugar Bowl Building Condition Assessment (BCA) Report has been prepared. Staff is putting together draft guidelines for that building.

Ms. Abele provided an update on the Pink Pony facade report. Mr. Meserve noted that there is also some interest in expanding this restaurant in the existing building.

Mr. Meserve reported the Titus House has been sold and a letter has been sent to the new owner but the City has not gotten a reply to the letter from the new owner.

COMMITTEE REPORTS

Historic Register

Ms. Abele commented, since the chair was not present, that in the fall the committee will be reviewing multi-family housing.

Education Outreach

Commissioner Hartz reported there were sign up sheets at the open houses for people interested in getting on the mailing list for Friends of Historic Preservation and over a dozen people signed up. He further reported that the Mayor's Breakfast scheduled at the Center for the Arts for November 18, 2004 would focus on ranch style neighborhoods.

HPO/STAFF REPORT AND ANNOUNCEMENTS

Mr. Meserve stated a Request for Proposals (RFP) was sent out for Historic Preservation Officer services and the contract is to be awarded to Ms. Abele, Akros, Inc. Mr. Meserve stated there has been a request to put some of the neighborhood information from the open houses on-line. He is working with other City staff to respond to this request.

Mr. Meserve reported that staff went to the Neighborhood Enhancement Commission meeting on September 1st to tell them about the open houses and to update them on the Commission's activities on selecting the best historic neighborhoods.

COMMISSIONER COMMENTS & ANNOUNCEMENTS/PUBLIC COMMENT

Commissioner Winslow stated that he would agree with Commissioner Hartz' concern regarding overloading staff and the Commission. He commended staff on all of the work they have accomplished.

FUTURE MEETINGS AND AGENDA ITEMS

Ms. Abele stated the next meeting would be held on October 14, 2004. Two Commissioners are unavailable.

Mr. Meserve suggested the Commission review their progress on the 2004 work plan.

Commissioner Gonzales suggested that when we have our next retreat that it is more of a working retreat as opposed to going to the trailer park and touring people's trailers.

Meeting adjourned at 6:00 p.m.

Submitted by:

For the Record Court Reporters